

CONFIDENTIAL**REQUEST FOR INCREASE IN TABLE OF ORGANIZATION**

NOTE: Submit this form in original only.

FROM: Deputy Chief, Administrative Services**THIS DATE**

17 April 1951

TO:

DEPUTY DIRECTOR FOR ADMINISTRATION

CLEARANCES:☐ APPROVED☐ DISAPPROVED**Initials****THROUGH:**

Advisor for Management

Personnel Director

Comptroller

☐ CONCUR☐ NON-CONCUR☒ CONCUR *Revised*☐ NON-CONCUR☐ CONCUR☐ NON-CONCUR

25X1

It is requested that an increase in the present T/O of the Administrative Services
Office be approved for 25X1 new positions. BRANCH, DIVISION OR

OFFICENUMBER

25X1

25X1

The current status of the T/O for this organizational segment is as follows:

Present T/O - - - - -

On Duty - - - - -

In process and awaiting EOD

Increase in T/O pending requested 30 Mar. 51

Proposed (new T/O) - - - - -

Repro - Now
proposed
incr.

25X1

Funds (are) (not) available.

Degree of urgency: (Reference attached justification)

See attached memo to Advisor for Management

Deputy Chief, Admin. Services

SIGNATURE OF ASSISTANT DIRECTOR OR OFFICE CHIEF

CONFIDENTIAL

MAY 9 1951 (38)

FORM NO. 30-20
JAN 1951